

Youth Advisory Council (YAC)



Welcome Packet
2017-2018

Internet and Computer Policy

As a member of Temecula's Youth Advisory Council (YAC), I recognize and understand that any use of a computer or internet under the City's supervision is strictly for conducting City and YAC business only. I understand that the use of this equipment for private purposes is strictly prohibited. Further, I agree not to access a file or retrieve any stored communication, other than where authorized, unless there has been prior clearance by an authorized city representative.

I am aware that violations of this policy may subject me to disciplinary action, up to and including removal from the Youth Advisory Council.

Attendance Policy

Meetings

Meetings are held weekly. During the typical school year (August-June), meetings are held at the [Location] every [Weekday] from [Time]. Meeting location and time are subject to change during the summer. You are to attend meetings consecutively and are allowed to miss ***eight*** meetings throughout the typical school year, with notice to the advisor.

Volunteer Activities

Each month, students will receive a calendar outlining that month's weekly meeting topics as well as volunteer opportunities. Mandatory volunteer programs will be outlined in **red**, optional in **blue**, and normal YAC related topics in **black**.

Students can sign up for volunteer opportunities up to a week in advance of the opportunity. It is your responsibility to strongly participate in all major events to represent the City and fulfill your duty.

Following through with attendance is important. Failure to do so will risk your position as a member.

Dress Code

The Youth Advisory Council's (YAC) attire should complement an environment that reflects an efficient, orderly, and professionally operated organization. This policy is intended to define appropriate casual attire during meetings and events. YAC recognizes the representation of the City, their community, and the youth. Students will be provided a YAC shirt for the year. Therefore, when you are wearing your YAC shirts or participating in any City event, you are to dress in appropriate casual attire.

The key point to sustaining appropriate casual attire is the use of common sense and good judgment. If you question the appropriateness for the attire, it probably isn't appropriate.

Requests for advice and assistance in administering or interpreting this guideline should be directed to the program advisor.

Appropriate casual attire

- T-shirts
- Blouses
- Jeans
- Knee-length shorts, skirts/skorts, dresses
- Slacks
- Sweaters
- Nylons/stockings
- Close toe and back shoes

Inappropriate casual attire

- Short shorts, skirts, or dresses
- Midriff length/low cut tops
- Evening wear

I acknowledge the contract and will abide by it. I understand that it is my responsibility to be punctual, consistent, and committed. Otherwise, I could be removed from the Youth Advisory Council (YAC) Program. I am committed to representing YAC as well as the Temecula community. Please sign and return this to the advisor with your application.

X _____
Print Name

X _____
Signature

Date

Youth Advisory Council Application

[School Year]

Name:

Today's Date:

Date of Birth:

Grade/School:

Graduation Year:

Phone Number:

Email Address:

Emergency Contact Information		
Name:	Relationship:	Phone #:

Are you involved in any extra-curricular activities?

In what ways do you feel you will be of value to YAC?

Why is it important to be involved in the community and what does it mean to you?

Name past leadership programs you have been involved in:

With your involvement in school and other activities, how much can you be committed to YAC on a scale of 1-10 (1-being lowest & 10-being the highest)?



LIABILITY WAIVER

I, _____ have agreed to be a volunteer at the City of Temecula. I understand that it is my responsibility to adhere to and comply with the policies and procedures as indicated by the Coordinator.

I agree to release and discharge the City of Temecula and all other persons associated with the City of Temecula for any injuries or damages caused by my failure to comply with the policies and procedures of the City of Temecula.

I fully understand this agreement and I am aware that this is a release of liability and contract between myself and the City of Temecula, and I sign it of my own free will.

Volunteer Signature

If under 18 must be signed by parent/guardian

Date